

# 5

## Preparing Your Family Disaster Plan

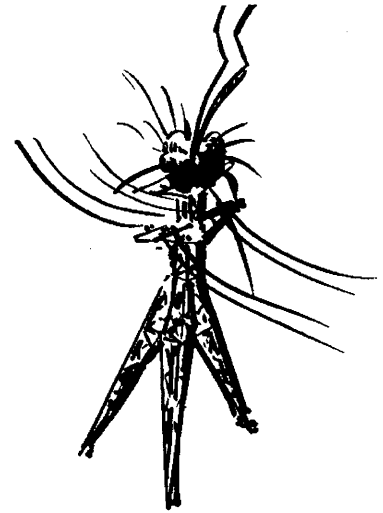
In this unit, you will learn

- How to prepare a disaster plan for your family, and
- How to practice and maintain your plan.

There are four steps to creating a family disaster plan.

1. *Find out what could happen to you.* You need to confirm the analysis of the hazards most likely to affect your community that you completed earlier in this course and learn more facts about your community's preparedness plans.
2. *Create a disaster plan.* You need to meet with other household members to determine how you can work together as a team to survive a disaster.
3. *Complete preparedness activities.* FEMA has identified a number of activities you can perform that will help your family prepare for a disaster.
4. *Practice and maintain your plan.* It is important to be sure your family remembers what steps should be taken if a disaster should occur, and that certain preparedness measures should be carried out regularly.

The remainder of this unit will give you more information on these four steps and how they can protect you and your family from preventable losses, injury, or death.



*Thunderstorm-related power outages are common to most localities. What other types of emergencies have the potential to occur in your community?*

### STEP 1 FIND OUT WHAT COULD HAPPEN TO YOU

In previous units you identified the hazards that are most likely to affect your community. To ensure that your analysis is accurate, call your local emergency manager and local Red Cross Chapter. Ask whether your list agrees with your community's assessment, and request from them additional information about how you can prepare for these hazards.

Next, you will need some additional information to better prepare your family for whatever disasters are most likely to occur. You will want to know, for example, what *warning signals* your community would use in the event of emergency so that you can take appropriate actions when you hear them. For example, your community may have agreed on different siren sounds that would be used to signal different types of emergencies. Your local emergency manager will be able to identify these warning signals.

If you have pets, you should be aware that animals usually are not allowed inside emergency shelters due to health regulations. Find out from your local emergency manager what provisions for animal care are included in your community's local emergency plan. If animal care has not been addressed in your community's plan, encourage the emergency planning staff to include provisions. For information on planning for pet safety in a disaster, request "Guidelines for Disaster Planning" from the American Kennel Club. Write to the American



*As most emergency shelters do not permit pets due to health regulations, other arrangements should be made for their safety.*

Kennel Club, Public Affairs Department, 51 Madison Avenue, New York, NY 10010.

Your household or community may be home to elderly or disabled persons who would require special assistance in an emergency, especially if evacuation were required. Ask your emergency manager or Red Cross representative what you can do as a responsible citizen to help them.

It is very possible that you or other household members might not be at home when an emergency occurs, or that members of your household might be scattered throughout a number of different locations. Therefore, you need to find out about the emergency response plans for places where household members spend time—such as work places, schools or day care centers, nursing homes, or recreation centers. You will need to find the appropriate contact at each location to obtain this information.

To ensure your child receives prompt medical treatment in your absence, you should complete a Medical Release and have a copy on file at your child's school, doctor's office, and nearest hospital. A sample Medical Release is provided on page 6-11. Check with your physician or hospital to see if any other information would be needed. The completed medical release form should be reviewed and updated annually.

## STEP 2

### CREATE A DISASTER PLAN

All members of your household, including children, need to know what they should do if a disaster occurs. Children with knowledge and assigned responsibilities often feel less vulnerable or panicky.

Plan a meeting with your family and discuss why you need to prepare for disaster. When you meet with your family, plan to serve as the "guide." Make sure everyone participates. While this is a serious subject, preparedness activities can be fun projects. Keep your messages positive—use "do's" not "don'ts." Ask questions to get everyone thinking and to keep them involved. Plan to share responsibilities and work together as a team.

Tell your children about the hazards most common in your area, but don't frighten them. Explain the steps that reduce the danger of disaster. It is important to make the possibility of an emergency real, but instill in all the family members the confidence that each one knows the appropriate actions to take before, during, and after each type of disaster. These actions should be based on the information contained in Units 3, 4, and 5 of this course. You should supplement this information with data gathered from your local emergency manager and American Red Cross.

You will want to address the following points in your plan and discuss them with all family members.

*Pick two places to meet.* First choose a location near your home in case of a sudden emergency, such as a fire. Choose a familiar spot that will be a safe distance from heat, smoke, and flames. This place may be a neighbor's home, a street corner, tree, or other neighborhood landmark. This will help family members and rescue workers avoid needless and dangerous searches for missing persons.

Select one location outside of your neighborhood in case you can't return home. If family members are away from home when emergency strikes, gathering at a central location will help you determine if everyone is okay. Make sure everyone knows the address and phone number of this meeting place.

*Ask an out-of-state friend or relative to be your “check-in” contact.* Trying to find out where and how other family members are can be the most stressful part of an emergency. To help household members communicate with each other, determine appropriate points of contact outside the community where each of you can call if you become separated.

Even when local telephone service is disrupted, long distance service often works. After an emergency, separated family members should call your “check-in” contact to let him or her know where you are. Make sure everyone knows your contact’s phone number. Teach children how to make long distance calls. Included on page 6-11 is a form you can use to document meeting places and contacts.

*Discuss what to do in an evacuation.* What would you do if you were asked to evacuate your home? Evacuation can be a frightening experience. Knowing what to do can make the process safer and more efficient, as well as reduce your fears and uncertainty about leaving.

After a disaster, your community will establish emergency public shelters in schools, or other public buildings. Emergency officials or radio and TV reports will announce where these shelters are located and when you should go. Listen for instructions. If an evacuation is recommended, go to the shelter designated for your area as soon as possible. If you have friends or relatives outside of the threatened area with whom you could stay, you may prefer to make arrangements with them.

If you will require assistance in an emergency situation, ask a neighbor, friend, or co-worker to be your “buddy.” Give this person any pertinent information that can be used to help you. You may wish to give your “buddy” an extra key to your home.

Evacuation periods can range from a few hours to several days or weeks. Red Cross shelters frequently provide food and first-aid, but you may have to evacuate to a shelter that is not equipped with emergency supplies. If disaster occurred today, would you have enough supplies handy to meet your family’s needs for at least three days? To be prepared, assemble and take with you a Disaster Supply Kit for each member of your family containing the items each would most likely need in an evacuation. The information on what to include in a Disaster Supply Kit is addressed in Step 3.

If you are advised to evacuate, do so immediately. Remember, your home and possessions can be replaced. If time permits, put away all perishable food. Close and lock windows and doors. Turn off lights and electrical appliances. Turn down the heat or air conditioner. Included on page 6-12 is an evacuation checklist to assist you if you have to evacuate. Review the list and determine who will be responsible for each task.

Your plan should address those disasters most likely to occur in your area in relative detail. *Every* household should specifically address the special actions that should be taken for fire.

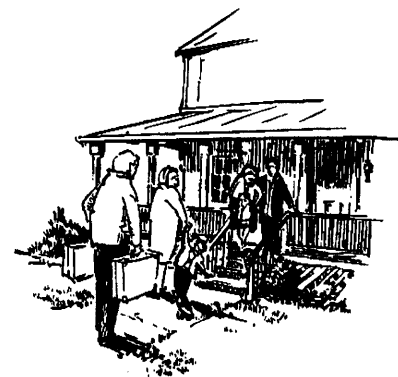
- *Before...*
  - Review how to use the fire extinguisher *once a year*.



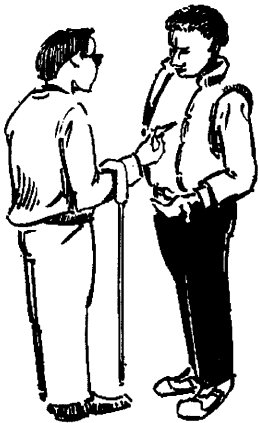
*A family meeting is an essential step in equipping your household to survive the types of emergencies most likely to occur in your area.*



*Many lives are lost needlessly by persons attempting to rescue a family member who has already reached safety. Your household plans should specify a place where everyone should gather once they have made their escape.*



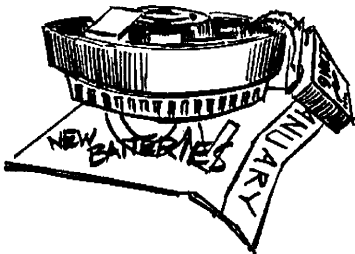
*You may be able to stay at the home of other family members or friends following an emergency.*



If you require special assistance in an emergency, make advance arrangements for a neighbor to act as your "buddy."



Prepared in advance, a checklist will help you to remember what needs to be taken care of in the event of an evacuation.



Your smoke detector can help save your life but only if you remember to change its battery at least once a year.

- Test the extinguisher as recommended by the manufacturer.
  - Test smoke detectors every month.
  - Change smoke detector batteries at least once a year.
  - Check that combustibles are not stored in closed areas or near heat sources.
  - Determine the best fire escape routes. Find at least two ways out of each room.
  - Designate a safe place outside the home where family members can meet after escaping fire in the home.
  - Conduct a fire drill once a year and practice use of alternate escape routes.
- *During...*
    - Warn others loudly.
    - Exit using pre-determined routes. *Stay low.*
    - The first person out should report the fire using a nearby but safe telephone. It is wise to consider what telephone you would use.
  - *After...*
    - Contact your insurance representative about damage assessment.
    - Plan to stay with friends or relatives until arrangements can be made with the insurance company.

## STEP 3

### COMPLETE THESE PREPAREDNESS ACTIVITIES

In the event of an emergency, there is little time to learn a new skill or try to locate information. Lives can be saved by knowing *in advance* how to conduct basic emergency procedures. Consider learning the following valuable skills and taking precautionary steps to protect your family.

1. *Learn how to give first aid.*  
Learn basic first aid to enable you to access injuries and perform basic procedures such as how to stop bleeding wounds, or avoid aggravating the injury of a potentially broken limb. Your local Red Cross should have information on training programs.
2. *Learn how to perform CPR.*  
Learn to conduct cardiopulmonary resuscitation (CPR). Effective, timely CPR has saved the lives of drowning and other victims who have stopped breathing. Again, your local Red Cross will have information on CPR classes in your vicinity.
3. *Post emergency telephone numbers.*  
Because every moment is precious in an emergency, emergency numbers should be posted for ready reference. Post emergency telephone numbers by phones (fire, police, etc.). A form to document this information is provided on page 6-12.
4. *Ensure that all household members can summon help in an emergency.*  
Be sure that all members of your household know how and when to call 911 or your local emergency services number for help. When calling for help, tell the operator
  - The location of the emergency situation (address, floor and room number, city or town, nearest cross-

- street, and any helpful landmarks),
- Your name and telephone number,
- What happened,
- How many people need help, and
- What is being done to assist them.

Always let the person on the other end of the line hang up first.

5. *Learn how to shut off utilities.*

Be sure that all responsible household members know how and when to turn off the water, gas, and electricity at the main switches. Locate your main electric fuse box, water service main, and natural gas main, and clear the area around shut-off switches for easy access. You should also

- Attach a shut-off wrench or specialty tool to a pipe or other convenient location near gas and water shut-off valves, and
- Paint shut-off valves with white or fluorescent paint to increase visibility.

You should document the location of utility shut-offs. A form is included on page 6-13 that you can use for this.

Shut off the utilities only if you suspect the lines are damaged or if local officials give instructions to do so. If you turn the gas off, only a professional should turn it back on.

6. *Know how to purify water.*

In emergency situations the water in water heaters, toilet tanks (not bowls), and ice cubes may be purified and used. There are three basic procedures for purifying water.

a. *Boiling*

Boiling is the safest method of purifying water. Bring water to a rolling boil for ten minutes, keeping in mind that some water will evaporate. To improve taste, pour from one container to another several times.

b. *Purification tablets*

These tablets are available at most sporting goods or drug stores. Follow directions on the package. Usually one tablet is enough for one quart of water. Double the dose for cloudy water.

c. *Bleach purification*

Liquid household bleach can also be used if the label lists sodium hypochlorite as the only active ingredient and there is no perfume (such as “lemon-scent”) in the bottle. Add bleach according to the table below, stir and let stand for 30 minutes. If the water does not taste and smell of chlorine after 30 minutes, add another dose and let stand another 15 minutes. (Note: Do not use this method to purify water in a waterbed. Use a manufacturer-provided purifier that will not harm the plastic.)

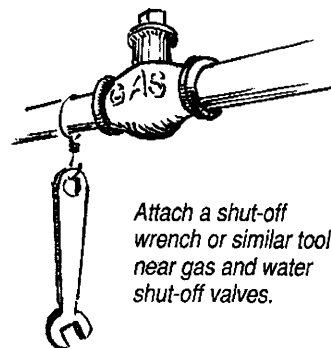
AMOUNT OF WATER	CLEAR WATER	CLOUDY WATER
1 quart	2 drops	4 drops
1 gallon	8 drops	16 drops
5 gallons	1/2 teaspoon	1 teaspoon

7. *Stock emergency supplies and assemble a Disaster Supply Kit.*

Keep enough supplies in your home to meet your needs for at least three days. Assemble a Disaster



*Be sure that even the children in your household know how to summon help in an emergency.*



*Attach a shut-off wrench or similar tool near gas and water shut-off valves.*

Supply Kit with items you may need in an evacuation. Store these supplies in sturdy, easy-to-carry containers such as backpacks, duffle bags or covered trash containers. Include these items:

- A three-day supply of water (one gallon per person per day) and food that won't spoil;
- One change of clothing and footwear per person, and one blanket or sleeping bag per person;
- A first aid kit that includes your family's prescription medications;
- Emergency tools including a battery-powered radio, flashlight, and plenty of extra batteries;
- An extra set of car keys and a credit card, cash, or traveler's checks;
- Sanitation supplies;
- Special items for infants and for elderly or disabled family members; and
- An extra pair of glasses.

Correct storage and maintenance of your Disaster Supply Kit is important if it is to be ready for use when needed. Be sure to store it in a convenient place near an exit and known to all family members. If possible, it should be a cool, dry and dark location. In addition, observe the following precautions:

- Keep items in air tight plastic bags;
- Change your stored water supply every three months so it stays fresh;
- Rotate your stored food every six months;
- Re-think your kit and family needs at least once a year, replacing batteries, updating clothes, etc.; and
- Ask your physician or pharmacist about storing prescription medications.

Keep important documents in a waterproof container near your Disaster Supply Kit.

Provided on pages 6-14 through 6-16 is a more complete list of disaster supplies you will most likely need whether you evacuate or remain at home.

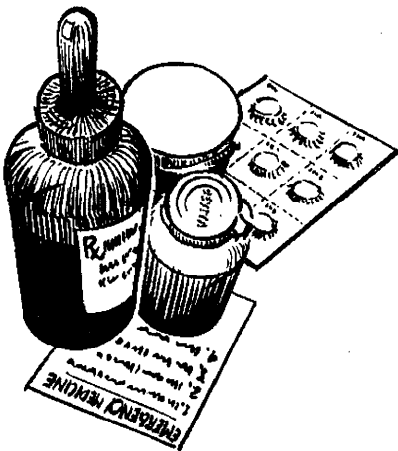
You will also want a Disaster Supply Kit to carry in your car in case of an emergency when you are away from home. Suggestions for such a kit may be found on page 6-16.

8. *Assess your insurance coverage.*

You should carefully assess your insurance coverage with your insurance agent to be sure you have adequate coverage on your home and possessions for the hazards in your area. At the same time, you should take the opportunity to review your health and medical, automobile, and life insurance coverage to be sure they provide adequate protection to ensure your family's financial security.

9. *Determine the best escape routes from your home, in case regular exits are blocked.*

Find at least two ways out of each room. If you choose a window, make sure you can reach the ground safely (consider the need for an escape ladder or rope). Plan how to get to ground level if elevator service is not available.



10. *Find safe places in your home for each hazard.*

Several hazard response measures call for taking shelter in or near your home. You need to determine for each type of hazard the safest locations. For example, in a tornado, go to the basement or storm cellar. In an earthquake, take cover under a heavy desk, table, or bench.

Many apartment buildings have shelter areas located in the middle of the building, generally on the ground floor or in the basement. Contact your building superintendent if you do not know where the designated shelter for your apartment building is located.

Be sure to include necessary prescription medications in your family's first aid kit.

Manufactured home parks are often the scene of massive destruction during many disasters. Manufactured homes offer

almost no protection in the face of many natural disasters. Many manufactured home communities throughout the country have taken the initiative to build centrally located concrete shelters to offer protection for their residents. If you live in a manufactured home, you should seek shelter other than in your home during emergency situations. Part of your plan must include locating a shelter away from your home.

11. *Conduct a home hazard hunt.*

You can reduce the risk of being injured in your home by reducing potential hazards. (Anything that can move, fall, break, or cause a fire is a *home hazard*.) You and your family should conduct a hazard hunt in your home at least once a year to identify potential hazards that can be reduced or eliminated. Go from room to room and imagine what would happen to furniture, appliances, fixtures, and other objects during a disaster. Check for frayed electrical cords or overloaded circuits. Check for rags or paper goods stored near electrical equipment, and for flammable materials. The following procedures can help you take the necessary steps to correct any problems in your home.

*Check for electrical hazards.*

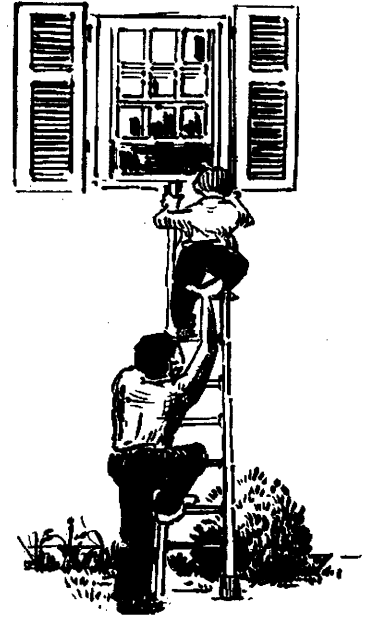
- Replace frayed or cracked extension and appliance cords and loose prongs and plugs.
- Correct overloaded outlets and extension cords.
- Remove electrical cords that are run under rugs, over nails, heaters, pipes, or in high traffic areas.
- Cover exposed outlets and wiring.
- Repair or replace appliances that overheat, short out, smoke, or spark.
- Provide overload protection by either circuit breakers or fuses.
- Have do-it-yourself wiring checked for safety by a professional.

*Check for chemical hazards.*

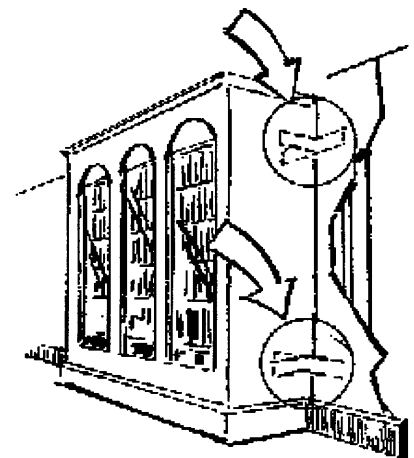
- Move combustible liquids such as paint thinner, kerosene, charcoal lighter fluid, and turpentine away from heat sources. Store flammable liquids such as gasoline, acetone, benzene, and lacquer thinner in metal cans away from the home.
- If flammable materials must be stored in the home, use a storage can with an Underwriter's Laboratories (UL) or Factory Method (FM) approved label.
  - Move them away from heat sources, open flames, gas appliances, and children.
  - Place containers in a well ventilated area.
  - Close lids tightly.
  - Secure containers to prevent spills.
- Place oily polishing rags or waste in covered metal cans.
- Instruct family members that gasoline, benzene, and other flammable fluids should not be used for starting fires or cleaning indoors.

*Check for other fire hazards.*

- Clear storage areas of old rags, papers, mattresses, broken furniture, and other flammable materials.
- Move clothes, curtains, rags, and paper goods away from electrical equipment, gas appliances, or flammable materials.
- Remove dried grass cuttings, tree trimmings, and weeds from the property.
- Clean and repair chimneys, flue pipes, vent connectors, and gas vents.



*Plan alternate escape routes for all members of the household and practice using them.*



*Anchor heavy objects such as bookcases to prevent them from toppling and causing injuries during an earthquake.*

- Move heaters and candles away from curtains and furniture.
- Place portable heaters on a level surface, away from high traffic areas. *(Make sure that they are equipped with automatic shut-off switches and avoid the use of extension cords.)*

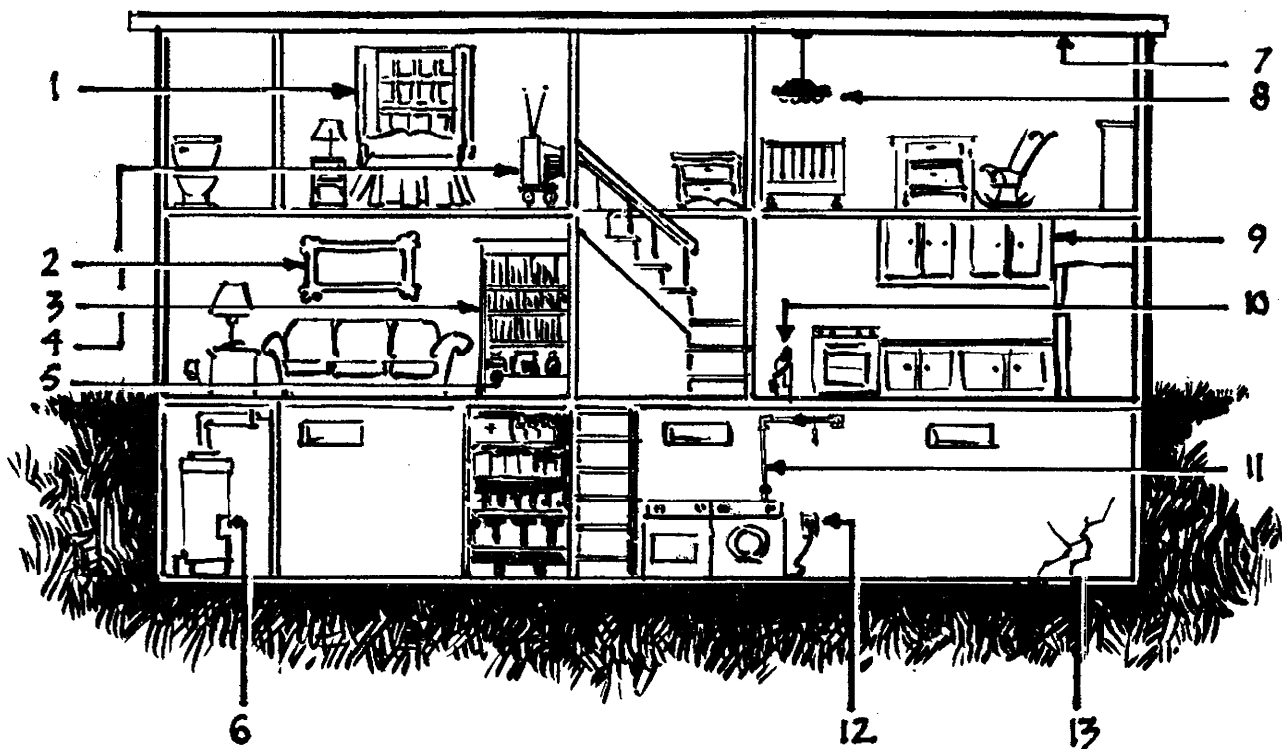
*Check fire safety equipment.*

- Install at least one smoke detector on each level of the home, especially near bedrooms.
  - Test every month.
  - Change batteries at least once a year, or as directed by the manufacturer's instructions.
- Acquire and learn to use a fire extinguisher (ABC type). Review the instructions provided with your fire extinguisher to learn its application (such as the type of fire that the extinguisher is designed to put out) and how it works. Be sure others in your household also understand how it works and where it is kept. This location should be easy to reach and near an exit. Maintain and recharge according to manufacturers instructions.

12. *Take the following preparedness steps.*

The following graphic illustrates a number of specific actions you can take to ready your home. Many of these steps apply to earthquake preparedness. Find out what safety measures are necessary in your area.

1. Beds should not be directly under glass windows. Locate beds away from tall, heavy furniture, bookcases, or filing cabinets. Replace heavy hangings over beds with lightweight alternatives.



2. Place heavy picture frames or mirrors away from couches, beds, or other well-occupied places.
3. Tall, heavy furniture can topple over in an earthquake. Bookcases, china cabinets, wall units, and the like should be securely bolted to studs with metal braces.
4. Large objects (such as TV sets, refrigerators, or computers) on wheeled bases should have the wheels in the locked position and be located away from exit routes.
5. Display breakables and/or heavy objects on a low shelf.
6. Hot water heaters can topple over easily and rupture gas lines. Be certain to have your water heater



- properly strapped to the wall, even it is located in a closet or in the garage.
7. Nail plywood to ceiling joists to protect occupants from falling chimney bricks.
  8. Anchor hanging lamps with closed hooks, or relocate them.
  9. Unlatched cabinet doors can swing open in an earthquake. Secure latches to prevent swinging open.
  10. Keep fire extinguishers accessible, near exits.
  11. Use flexible connectors where gas lines meet appliances.
  12. Replace frayed electrical cords, and correct overloaded circuits.
  13. Repair any deep cracks in ceilings or foundations.

**STEP 4****PRACTICE AND MAINTAIN YOUR PLAN**

You should practice your family disaster plan through periodic drills. Quiz your children every six months so they remember what they are to do. Conduct fire and emergency evacuation drills in which family members practice escaping by agreed-upon routes.

It is important that information in your plan be reviewed and updated as changes occur. For example, phone numbers, insurance carriers, or contacts may change, and your plan should be updated to reflect these changes.

Emergency supplies should be changed periodically. You should replace stored water every three months and stored food every six months.

Remember—your plan can save your life and the lives of those you love. It must, however, be practiced and maintained if you are to be prepared when disaster strikes.

**HOW WELL HAVE YOU LEARNED?****Unit Five Review**

(Answers on page A-2)

Answer each of the following questions by placing a check next to the *best* response.

1. Who should know how to use 911 to summon help (or other local emergency numbers if your area does not use 911)?
  - ☐ a. Only adults in the family
  - ☐ b. Elderly persons who are more likely to need it
  - ☐ c. Only children
  - ☐ d. All family members
2. Smoke detectors should be tested how often?
  - ☐ a. Once a year
  - ☐ b. Once a month
  - ☐ c. Twice a year
  - ☐ d. When batteries are changed
3. What is the first step in preparing a disaster plan?
  - ☐ a. Find out what can happen.
  - ☐ b. Conduct a family meeting.
  - ☐ c. Complete preparedness activities.
  - ☐ d. Assess insurance coverage.
4. What should be included in the Disaster Supply Kit?
  - ☐ a. Water, food, and first aid
  - ☐ b. Clothing, bedding, and emergency supplies
  - ☐ c. Sanitation supplies or special items for family members with unique needs
  - ☐ d. All of the above
5. To ensure your child receives prompt medical care in the event of an emergency, you should
  - ☐ a. Telephone your doctor with instructions.
  - ☐ b. Tell the child to convey your wishes.
  - ☐ c. Complete a Medical Release Form and file it at the school, doctor's office, and nearest hospital.
  - ☐ d. Inform the school secretary by phone.
6. What potential hazard should be addressed in every Family Disaster Plan?
  - ☐ a. Earthquake
  - ☐ b. Fire
  - ☐ c. Hurricane
  - ☐ d. Winter storm
7. Once your family plan is done, it should be
  - ☐ a. Filed at your office.
  - ☐ b. Filed at your local emergency management office.
  - ☐ c. Practiced and updated regularly.
  - ☐ d. Considered complete and taken to the bank for safe storage.

## SAMPLE MEDICAL RELEASE FOR A CHILD

*This is a sample form of a Medical Release for a Minor Child, which may permit treatment in an emergency. While there are other methods for hospitals and other medical facilities to obtain permission to treat a minor child in the absence of parental consent, it is a good idea to have one of these permission slips on file in your child's school and at your doctor's office, as well as the nearest hospital, just to be sure there is no delay in case of an emergency. Many schools provide their own medical release forms. This information should be updated annually. You should consult with your physician to determine what specific information is required in your State.*

I, \_\_\_\_\_, Parent or Legal Guardian of \_\_\_\_\_, a minor child, hereby authorize any Medical or Surgical treatment that may be necessary in an emergency, and in my absence, for the well being of the above mentioned minor. I agree to hold the physician or hospital treating the above mentioned minor harmless.

\_\_\_\_\_ has the following Allergies: \_\_\_\_\_

and has the following Medical Conditions: \_\_\_\_\_

### Hospital Insurance

Name of Company \_\_\_\_\_

Policy Number \_\_\_\_\_ Group Number \_\_\_\_\_

Date \_\_\_\_\_ Signature of Parent or Legal Guardian \_\_\_\_\_

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## MEETING PLACES AND CONTACTS

Meeting Place In Neighborhood \_\_\_\_\_

Outside the Neighborhood \_\_\_\_\_

### Family Contact (long distance)

If we are separated in an emergency, we will all contact the following person and give our location and phone number:

Name \_\_\_\_\_

Phone Number \_\_\_\_\_

Address \_\_\_\_\_

## EVACUATION CHECKLIST

### Evacuate IMMEDIATELY if told to do so.

Listen to your battery-powered radio and follow the instructions of local emergency officials. Remember, your home and possessions can be replaced.

- \_\_\_ Wear protective clothing and sturdy shoes.
- \_\_\_ Take your Disaster Supply Kit.
- \_\_\_ Lock your home (windows and doors).
- \_\_\_ Use travel route specified by local authorities—don't use shortcuts, as certain areas may be impassable or dangerous.

### If you're sure you have time...

- \_\_\_ Shut off water, gas, and electricity before leaving, if instructed to do so.
- \_\_\_ Tell someone when you left, your destination, medical condition of family members, and whether all family members are accounted for.
- \_\_\_ Take pets to predetermined animal shelter areas.
- \_\_\_ Turn off lights and electrical appliances.
- \_\_\_ Turn down heat or air conditioner.
- \_\_\_ Put away all perishable foods.

## EMERGENCY TELEPHONE NUMBERS

Fire Department _____	Paramedics _____
Ambulance _____	Poison Control Center _____
Doctor _____	Hospital Emergency Center _____
Police Department _____	County Sheriff _____
Search and Rescue _____	Coast Guard/Harbor Patrol _____
Other _____	Other _____
Other _____	Other _____
Other _____	Other _____
Father Work _____	Mother Work _____
Local Friend/Relative (name/phone) _____	
Out-of-State Contact (name/phone) _____	

## UTILITY INFORMATION

### Location of Utility Shut-Offs

Main gas valve outside of home \_\_\_\_\_

\_\_\_\_\_

Location of wrench or gas shut-off tool \_\_\_\_\_

\_\_\_\_\_

Water valve inside of home \_\_\_\_\_

\_\_\_\_\_

Main water shut-off valve near sidewalk or street \_\_\_\_\_

\_\_\_\_\_

Shut-off tool for above \_\_\_\_\_

\_\_\_\_\_

Electrical panel (fuse or breaker box) in home \_\_\_\_\_

\_\_\_\_\_

House electrical meter (main disconnect switch) outside \_\_\_\_\_

\_\_\_\_\_

Other \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## DISASTER SUPPLIES

There are seven kinds of basic disaster supplies: water, food, first aid, sanitation, tools and supplies, clothing and bedding, and special items. Information on what may be required for each of these follows.

### WATER

*Water should be stored in plastic containers such as soft drink bottles. Avoid using containers that will decompose or break, such as milk cartons or glass bottles. A normally active person needs to drink at least two quarts of water each day. Hot environments and intense physical activity can double that amount. Children, nursing mothers, and ill people will need more.*

Store one gallon of water per person per day (two quarts for drinking and two quarts for food preparation/sanitation).

### FOOD

*Store at least a three-day supply of non-perishable food. Select foods that require no refrigeration, cooking, or preparation, and little or no water. If you must heat food, include a can of sterno. Select food items that are compact and lightweight. Take into account your family's food preferences.*

Ready-to-eat canned meats, fruits, and vegetables  
Canned juices, milk, soup (if powdered, store extra water)  
Staples  
sugar, salt, pepper  
High energy foods  
peanut butter, jelly, crackers, granola bars, trail mix  
Comfort/stress foods  
cookies, hard candy, sweetened cereals, lollipops, instant coffee, teabags  
Vitamins  
Foods for infants, elderly persons, or people on special diets

### FIRST AID KIT

*You should have a first aid kit in your home and another for your car. Your first aid kit should include the following supplies.*

Sterile adhesive bandages in assorted sizes	Two-inch sterile gauze pads (8 or 12)
Three-inch sterile gauze pads (8 or 12)	Hypoallergenic adhesive tape
Triangular bandages (3)	Two-inch sterile roller bandages (3 rolls)
Three-inch sterile roller bandages (3 rolls)	Scissors
Tweezers	Needle
Safety razor blade	Bar of soap
Moistened towelettes (8-10 individual packages)	Antiseptic spray
Thermometer	Tongue blades and wooden applicator sticks
Tube of petroleum jelly or other lubricant	Assorted sizes of safety pins
Cleansing agent soap	Latex gloves

Contact your local American Red Cross chapter to obtain a basic first aid textbook.

### Non-Prescription Drugs

Aspirin or non-aspirin pain reliever  
 Antacid (for stomach upset)  
 Eye wash  
 Emetic (use to induce vomiting if advised by the Poison Control Center)  
 Antiseptic or hydrogen peroxide

Anti-diarrhea medication  
 Laxative  
 Rubbing alcohol  
 Activated charcoal (use if advised by the Poison Control Center)

### SANITATION

Toilet paper, towelettes  
 Feminine supplies  
 Plastic bucket with tight lid  
 Personal items—shampoo, deodorant, toothpaste, tooth brushes, comb and brush, lip balm

Soap, liquid detergent  
 Plastic garbage bags, ties  
 Disinfectant  
 Household chlorine bleach

### TOOLS AND SUPPLIES

Mess kits, or paper cups, plates and plastic utensils  
 Battery-operated radio and extra batteries  
 Cash or traveler's checks, change  
 Fire extinguisher: small canister, ABC type  
 Pliers  
 Compass  
 Aluminum foil  
 Signal flare  
 Needles, thread  
 Shut-off wrench, to turn off household gas and water  
 Plastic sheeting

Emergency preparedness manual  
 Flashlight and extra batteries  
 Non-electric can opener, utility knife  
 Tube tent  
 Tape  
 Matches in a waterproof container  
 Plastic storage containers  
 Paper, pencil  
 Medicine dropper  
 Whistle

### CLOTHING AND BEDDING

Sturdy shoes or work boots  
 One blanket or sleeping bag per person  
 Thermal underwear

Rain gear  
 Hat and gloves  
 Sunglasses

### SPECIAL ITEMS

*Remember family members with special needs such as infants, elderly, or disabled individuals.*

#### For baby

Formula  
 Diapers  
 Bottles  
 Powdered milk  
 Medications

#### For adults

Heart and high blood pressure medication  
 Insulin  
 Prescription drugs  
 Denture needs  
 Contact lenses and supplies  
 Extra eye glasses

*Entertainment*

Coloring books, crayons, games for children; books, knitting and other projects for adults.

*Important Family Documents*

Will, insurance policies, contracts, deeds, stocks and bonds

Passports, social security cards, immunization records

Savings and checking account numbers

Credit card account numbers and companies

Inventory of valuable household goods, important telephone numbers

Family records (birth, marriage, death certificates)

**EMERGENCY CAR KIT**

Battery-powered radio and extra batteries

Blankets

Fire extinguisher (5 lb. ABC type)

Bottled water and non-perishable high energy foods

Shovel

Flares

Flashlight and extra batteries

Booster cables

First aid kit and manual

Maps

Tire repair kit